

**Prairie to Pine Regional Council  
Pastoral Relations Commission  
Motions (June 8, 2021)**

Meeting Date	Motion #	Motion
June 8/21	2021-2022/ #1	<p><i>Mary Best abstained from involvement in the following motion. Aileen Urquhart assumed the chair for discussion and approval of Motion 2021-2022 #1.</i></p> <p><b>Request for Appointment for Mary Best to new position at Warren-Meadow Lea</b></p> <p>Having received from the Warren-Meadow Lea Pastoral Charge: minutes of a meeting (via Zoom) of the pastoral charge on May 26, 2021; the completed Record of Appointment document; and confirmation of the Minister’s completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record), the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the <b>Appointment of MARY BEST</b> (Ordained Minister-Retired) to the posted part-time ministry position (15 hours per week) at <b>Warren-Meadow Lea Pastoral Charge</b>, effective August 1, 2021 to June 30, 2024, with the following terms:</p> <ol style="list-style-type: none"> <li>1. Salary Category F-COL 3 for 15 hours per week - <u>\$23,854.88 per year</u></li> <li>2. Telephone/ Internet - <u>\$600. 00 per year (\$50.00 per month)</u></li> <li>3. Continuing Education - <u>\$552.75 per year</u></li> <li>4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays</li> <li>5. For member of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit</li> <li>6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year</li> <li>7. Moving expenses (based on reasonable estimates and receipts) – <i>Not Applicable</i></li> <li>8. Adequate administrative assistance defined as – <u>12 hours per week</u></li> <li>9. Travel expense reimbursement (based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document)</li> <li>10. Employer costs for Pension and benefits as noted in the <i>Premiums and Taxable Benefit Calculator</i></li> </ol> <p>With Warren-Meadow Lea Pastoral Charge agreeing to provide remuneration through ADP, the pastoral charge payroll service unless the General Council Office has granted a formal exemption (ADP # WOXY)</p> <p style="text-align: right;"><b><u>Carried</u></b></p>

2021-2022/  
#2 (A-BB)

***Mary Best resumed the chair for the remainder of the meeting.***

**Take the following actions:**

**A. Minutes of the Prairie to Pine Pastoral Relations Commission – May 11, 2021 and May 19, 2021**

That the minutes of the meeting of the Prairie to Pine Pastoral Relations Commission on May 11, 2021 and a special meeting on May 19, 2021 be approved as circulated.

**B. Request for Renewal of Appointment for Wayne Sanderson at Miami Pastoral Charge**

Having received from Miami Pastoral Charge: minutes from a meeting on April 27, 2021 of the Board of Miami Pastoral Charge; 2020 Year-end financial statements and 2021 financial statements to April 27, 2021; confirmation of the Minister's completion of his 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document; the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the **Renewal** of the **Appointment** of **WAYNE SANDERSON** (Ordained Minister–Retired) to a part-time ministry position (20 hours per week) at **Miami Pastoral Charge**, effective July 1, 2021 to June 30, 2023, with the following terms:

1. Salary Category F-COL 2 for 20 hours per week - \$30,091.50
2. Telephone - \$ 420.00 per year
3. Continuing Education - \$ 737.00 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses (based on reasonable estimates and receipts) – *Not Applicable*
8. Adequate administrative assistance defined as – as needed
9. Travel expense reimbursement (based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document)
10. Employer costs for Pension and benefits as noted in the *Premiums and Taxable Benefit Calculator*

With Miami Pastoral Charge agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP # W0Y1)

**C. Request for Renewal of Appointment for Noelle Bowles at Spirit Path (St. Andrew's United Church, Winnipeg)**

Having received from Spirit Path Ministry (St. Andrew's River Heights United Church, Winnipeg): minutes from a meeting (via a virtual platform) ,on May 28, 2021, of the Spirit Path Leadership Team; 2020 Year-end financial statements and 2021 first quarter financial statements related to Spirit Path from St. Andrew's United Church (Winnipeg); the 2021 Budget; indication of grant approval from CDI (Church Development Inc.); confirmation of the Minister's completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record) and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the **Renewal** of an **Appointment** for **NOELLE BOWLES** to a part-time ministry position (20 hours per week) at **Spirit Path** , effective July 1, 2021 to June 30, 2022, with the following terms:

1. Salary Category F – COL 3 for 20 hours per week - \$ 31,806.50 per year
2. Telephone - \$ 420.00 per year
3. Continuing Education - \$ 737. 00 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses (based on reasonable estimates and receipts) – *Not Applicable*
8. Adequate administrative assistance defined as – *nothing listed*
9. Travel expense reimbursement (based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document
10. Employer costs for Pension and benefits as noted in the *Premiums and Taxable Benefit Calculator*
11. Other: 6 weeks of vacation per year; additional amount of \$ 737.00 for Continuing Education for a total of \$1,474.00 per year

With Spirit Path (St. Andrew's River Heights United Church) agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # 4067)

**D. Request for Renewal of Appointment for Damber Khadka at Knox United Church (Winnipeg) – Supervised Ministry Education**

Having received from Knox United Church Pastoral Charge (Winnipeg): minutes from a meeting (via ZOOM) on March 21, 2021 of the Knox United Church Pastoral Charge; the 2020 Year-end financial statement and 2021 first quarter financial statement; confirmation of the Minister's completion of his 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and /or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the **Renewal** of the **Appointment** for **DAMBER KHADKA** (Candidate) to a part-time ministry position (30 hours per week) at **Knox United Church (Winnipeg)**, effective July 1, 2021 to June 30, 2022, with the following terms:

1. Salary Category Student Step 2 – COL 3 for 30 hours per week \$ 39,981.00 per year
2. Telephone - \$420. 00 per year
3. Continuing Education - \$ 1,105. 50 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit - *Not Applicable*
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses based on reasonable estimates – *Not Applicable*
8. Adequate administrative assistance defined as – 37.7 hours per week
9. Travel expense reimbursement based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document
10. Employer costs for Pensions and Benefits as noted in the *Premiums and Taxable Benefit Calculator*
11. Other: Total of six weeks of Continuing Education in each pastoral year; additional amount of \$ 368.50 for Continuing Education for a total of \$1,474.00 per year

With Knox United Church Pastoral Charge (Winnipeg) agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # J360);

**E. Request for Renewal of Appointment for Patricia Chabluk at St. Andrew's United Church (Keewatin)**

Having received from St. Andrew's United Church, Keewatin Pastoral Charge: minutes from a meeting (via Zoom) on March 15, 21, 2021 of the Board of St. Andrew's United Church, Keewatin Pastoral Charge; the 2020 Year-end financial statement and 2021

first quarter financial statement; a Memorandum of Understanding between St. Andrew's United Church, (Keewatin) and Lake of the Woods Chapel (Sioux Narrows); confirmation of the Minister's completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the **Renewal** of an **Appointment** for **PATRICIA CHABLUK** (Candidate for Diaconal Ministry) to a part-time ministry position (20 hours per week) at **St. Andrew's United Church, Keewatin Pastoral Charge**, effective July 1, 2021 to June 30, 2022, with the following terms:

1. Salary Category Student Step 2 with manse plus utilities over \$ 800.00 per year for 20 hours per week - \$ 18,300.00 per year
2. Telephone – \$ 540.00 per year (shared with Lake of the Woods Chapel)
3. Continuing Education - \$ 737.00 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit - *Not Applicable*
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses (based on reasonable estimates and receipts) – *Not Applicable*
8. Adequate administrative assistance defined as – Volunteer as required
9. Travel expense reimbursement (based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document)
10. Employer costs for Pension and benefits as noted in the *Premiums and Taxable Benefit Calculator*

With St. Andrew's United Church Pastoral Charge (Keewatin) agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # 30X2)

**F. Request for posting of position at Souris Pastoral Charge**

Having received from Souris Pastoral Charge: minutes of the Coordinating Committee on June 18, 2021 via Zoom; a Living Faith Story; a position description for a half-time ministry position; 2020 Year-end financial statements and 2021 first quarter financial statements ; a Financial Viability Review, A Memorandum of Understanding between Souris Pastoral Charge and Central United Church (Brandon), the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the **Posting** on Church Hub of a half-time ministry position (20 hours

per week) at **Souris Pastoral Charge**, effective July 1, 2021, with the following terms:

1. Salary up to Category F - COL 2
2. Telephone \$ 420.00 per year minimum)
3. Continuing Education - \$ 737.00 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses (based on reasonable estimates and receipts) *amount must be included*
8. *Adequate administrative assistance defined as Nothing listed*
9. Travel expense reimbursement (based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document
10. Employer costs for Pension and benefits as noted in the *Premiums and Taxable Benefit Calculator*

With Souris Pastoral Charge agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP # WOZA)

**G. Request for Reduction of Ministry time at Grandview and Change in Terms of Call for Karen Kuzek**

Having received from Grandview United Church Pastoral Charge: minutes from a meeting (via conference Call) on April 25, 2021 of the Grandview United Church Pastoral Charge; the 2020 Year-end financial statements and 2021 first quarter financial statements to March 31, 2021; a revised position description; a Memorandum of Understanding between Grandview United Church and Gilbert Plains United Church; confirmation of the Minister's completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Call document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada:

- i. approves the reduction in ministry time from 30 hours per week to 27 hours per week on the Grandview Pastoral Charge;
- ii approves the following **terms of Call** for **KAREN KUZEK** (Ordained Minister) at **Grandview Pastoral Charge**, effective July 1, 2021, both parties having waived the 90 days' notice requirement:
  1. Salary Category E –COL 1 for 27 hours per week –  
\$ 39,499.88  
Additional salary (10%) above minimum salary schedule for category - \$ 3,049.99

		<p>TOTAL SALARY - <u>\$ 33,549.87</u></p> <ol style="list-style-type: none"> <li>2. Manse, with all utilities paid by the pastoral charge</li> <li>3. Telephone - <u>\$ 960.00 per year (\$80.00 per month)</u></li> <li>4. Continuing Education - <u>\$ 994.95 per year</u></li> <li>5. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays</li> <li>6. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit</li> <li>7. A minimum of one month of vacation (including 5 Sundays) within each pastoral year</li> <li>8. Moving expenses (based on reasonable estimates and receipts) – <i>Not Applicable</i></li> <li>9. Adequate administrative assistance defined as – <u>12 hours per week</u></li> <li>10. Travel expense reimbursement (based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document)</li> <li>11. Employer costs for Pension and benefits as noted in the <i>Premiums and Taxable Benefit Calculator</i></li> <li>12. Other: No changes to the Memorandum of Understanding (dated May 22, 2020) between Grandview Pastoral Charge and Gilbert Plains Pastoral Charge; time will be taken off in chunks of time: 2 months during the summer, 1 week after Remembrance Day Services, 2 weeks after Christmas, 1 week after Easter</li> </ol> <p>With Grandview Pastoral Charge agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP # WOUF)</p> <p><b>H. Request for Renewal of Appointment for Jennifer Carter-Morgan at Hartney-Lauder Pastoral Charge</b></p> <p>Having received from Hartney-Lauder Pastoral Charge: minutes of a meeting (via Zoom) on March 29, 2021 of the Hartney-Lauder Pastoral Charge; the 2020 Year-end financial statement, 2021 first quarter financial statement from Hartney-Lauder Pastoral Charge; confirmation of the Minister’s completion of her ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the <b>Renewal of an Appointment for JENNIFER CARTER – MORGAN</b> (Candidate for Diaconal Ministry) to a part-time ministry position (20 hours per week) at <b>Hartney-Lauder Pastoral Charge</b>, effective July 1, 2021 to December 31, 2021, with the following terms:</p> <ol style="list-style-type: none"> <li>1. Salary Category Student Step 1- COL 1 for 20 hours per week - <u>\$ 23,430.50 per year</u></li> <li>2. Telephone – <u>supplied and paid for by pastoral charge</u></li> </ol>
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3. Continuing Education - \$ 737.00 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit – *Not applicable*
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses (based on reasonable estimates and receipts) – *Not Applicable*
8. Adequate administrative assistance defined as – 3 hours per week
9. Travel expense reimbursement (based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document)
10. Employer costs for Pension and benefits as noted in the *Premiums and Taxable Benefit Calculator*
11. Other: Additional amount of \$ 737.00 for Continuing Education for a total of \$1,474.00 (2021)

With Hartney-Lauder Pastoral Charge agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP # W0X7)

**I. Request for Renewal of Appointment for Margaret McCallum at Benito-Kenville Pastoral Charge**

Having received from Benito-Kenville Pastoral Charge: minutes of a meeting (via Teleconference) on May 6, 2021 of the Official Board of Benito-Kenville Pastoral Charge; the 2020 Year-end financial statement and 2021 first quarter financial statement from the Benito-Kenville Pastoral Charge; a Memorandum of Understanding between Benito-Kenville Pastoral Charge and Norquay United Church, Saskatchewan (Living Skies Regional Council); confirmation of the Minister's completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the **Renewal** of an **Appointment** for **MARGARET MCCALLUM** (Ordained Minister) to a part-time ministry position (20 hours per week) at **Benito-Kenville Pastoral Charge**, effective July 1, 2021 to June 30, 2022, with the following terms:

1. Salary Category F- COL 2 for 20 hours per week - \$ 30,091.50
2. Telephone - \$ 720.00 per year
3. Continuing Education - \$ 737.00 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after



		<p>five consecutive years of service to the pastoral charge / local ministry unit</p> <ol style="list-style-type: none"> <li>6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year</li> <li>7. Moving expenses based on reasonable estimates – <i>Not Applicable</i></li> <li>8. Adequate administrative assistance defined as – <u>10 hours per week</u></li> <li>9. Travel expense reimbursement based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document</li> <li>10. Employer costs for Pensions and Benefits as noted in the <i>Premiums and Taxable Benefit Calculator</i></li> <li>11. Other: \$250.00 for computer allowance; no proposed changes to the Memorandum of Understanding between Benito-Kenville Pastoral Charge and Norquay United Church (Living Skies Regional Council) approved in July 2020</li> </ol> <p>With Benito-Kenville Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # WOTX)</p> <p><b>J. Request for Renewal of Appointment for Sandra Rex at Glenboro Pastoral Charge</b></p> <p>Having received from Glenboro Pastoral Charge: minutes from a meeting (held outdoors) on April 22, 2021 of the Executive of the Board of Glenboro United Church Pastoral Charge; the 2020 Year-end financial statement and 2021 first quarter financial statement from Glenboro Pastoral Charge; confirmation the Minister's completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the <b>Renewal</b> of the <b>Appointment</b> for <b>SANDRA REX</b> (Designated Lay Minister-Retired) to a part-time ministry position (20 hours per week) at <b>Glenboro Pastoral Charge</b>, effective July 1, 2021 to June 30, 2022, with the following terms:</p> <ol style="list-style-type: none"> <li>1. Salary Category F - COL 1 (Designated Lay Minister) for 20 hours per week - <u>\$28,007.50 per year</u> Additional salary above minimum salary schedule for category \$ 500.00 TOTAL SALARY - <u>\$ 28,507.50</u></li> <li>2. Telephone – <u>Cell phone supplied by pastoral charge</u></li> <li>3. Continuing Education - <u>\$ 737.00 per year</u></li> <li>4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays</li> <li>5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after</li> </ol>
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		<p>five consecutive years of service to the pastoral charge / local ministry unit</p> <ol style="list-style-type: none"> <li>6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year</li> <li>7. Moving expenses based on reasonable estimates – <i>Not Applicable</i></li> <li>8. Adequate administrative assistance defined as – <u>6 hours per month</u></li> <li>9. Travel expense reimbursement based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document</li> <li>10. Employer costs for Pensions and Benefits as noted in the <i>Premiums and Taxable Benefit Calculator</i></li> </ol> <p>With Glenboro Pastoral Charge agreeing to provide reimbursement through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # J35A)</p> <p><b>K. Request for Appointment for Ken Thomas to revised position at Augustine United Church (Winnipeg)</b></p> <p>Having received from Augustine United Church (Winnipeg): the minutes from a meeting (via a virtual platform) on April 27, 2021 of the Augustine United Church Council; confirmation of the Minister’s completion of his 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the <b>Appointment</b> for <b>IVAN KENNETH THOMAS</b> (Ordained Minister - Retired) to a revised*part-time ministry position (20 hours per week) at <b>Augustine United Church (Winnipeg)</b>, effective July 1, 2021 to June 30, 2022, by mutual agreement between the parties to waive the 90 days’ notice of the change, and with the following terms:</p> <ol style="list-style-type: none"> <li>1. Salary Category C - COL 3 for 20 hours per week - <u>\$ 29,222.00 per year</u></li> <li>2. Telephone - <u>\$ 420.00 per year</u></li> <li>3. Continuing Education - <u>\$ 737.00 per year</u></li> <li>4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays</li> <li>5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit</li> <li>6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year</li> <li>7. Moving expenses based on reasonable estimates – Not Applicable</li> <li>8. Adequate administrative assistance defined as – <u>3 hours per week (paid)</u></li> </ol>
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		<p>9. Travel expense reimbursement based on the current Minimum Salaries and Reimbursements for Ministry Personnel document</p> <p>10. Employer costs for Pensions and Benefits as noted in the Premiums and Taxable Benefit Calculator</p> <p>11. Other: receipted parking expenses; with parties waiving the 90 days' notice, in favour of the jurisdictional minimum (one pay period) and noting the possibility of some unpaid leave in early 2022</p> <p>With Augustine United Church (Winnipeg) agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # WOXQ)</p> <p>* Approval for revision of ministry position from 10 to 20 hours per week by the Pastoral Relations Commission Motion 2020-2021 # 10 O. (May 11, 2021)</p> <p><b>L. Request for renewal of Appointment for Karen Toole at Birds Hill Pastoral Charge</b></p> <p>Having received from the Birds Hill Pastoral Charge: minutes of a meeting (via Zoom) on March 9, 2021 of the Birds Hill Pastoral Charge Board; 2020 Year-end financial statements, 2021 Year-to date financial statements; confirmation of the Minister's completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the <b>Renewal</b> of the <b>Appointment</b> for <b>KAREN TOOLE</b> (Ordained Minister-Retired) to a part-time ministry position (10 hours per week) at <b>Birds Hill Pastoral Charge</b>, effective September 1, 2021 to June 30, 2022, with the following terms:</p> <ol style="list-style-type: none"> <li>1. Salary Category F-COL 3 for 10 hours per week - <u>\$ 15,903.25 per year</u></li> <li>2. Telephone - <u>\$ 720.00 per year</u></li> <li>3. Continuing Education - <u>\$ 368.50 per year</u></li> <li>4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays</li> <li>5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit</li> <li>6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year</li> <li>7. Moving expenses (based on reasonable estimates and receipts) – <i>Not Applicable</i></li> <li>8. Adequate administrative assistance defined as – <u>Volunteer</u></li> <li>9. Travel expense reimbursement (based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document.</li> </ol>
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10. Employer costs for Pension and benefits as noted in the *Premiums and Taxable Benefit Calculator*

With Birds Hill Pastoral Charge agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP # J01D)

**M. Request for Renewal of Appointment for Susan Girard at Riverview United Church (Atikokan)**

Having received from Riverview United Church Pastoral Charge (Atikokan): results of a telephone poll on May 23, 2021 of the Riverview United Church Pastoral Charge; 2020 Year-end financial statement and Year-to-date financial statement to February 28, 2021; confirmation of the Minister's completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the **Renewal** of the **Appointment** for **SUSAN GIRARD** (Candidate for Ordained Ministry) to a part-time ministry position (20 hours per week) at **Riverview United Church Pastoral Charge (Atikokan)**, effective July 1, 2021 to June 30, 2022, with the following terms:

1. Salary Category Student Step 2 – COL 1 for 20 hours per week – \$ 23,611.00 per year
2. Telephone - \$ 540.00 per year
3. Continuing Education - \$ 737.00 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit – *Not Applicable*
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses (based on reasonable estimates and receipts) – *Not Applicable*
8. Adequate administrative assistance defined as – 4 hours per week
9. Travel expense reimbursement (based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document)
10. Employer costs for Pension and benefits as noted in the *Premiums and Taxable Benefit Calculator*

With Riverview United Church Pastoral Charge agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP # TC6S)

		<p><b>N. Request for change in start date for Provisional Call for Christopher St. George Davis at Deloraine-Melita-Tilston</b></p> <p>Acknowledging the change in date, due to COVID 19 restrictions, of the Service celebrating the Admission of Christopher Davis into the Order of Ministry of the United Church of Canada, and thus the need to change the start date for his Provisional Call to Deloraine-Melita-Tilston Pastoral Charge, approved by the Pastoral Relations Commission on May 11, 2021 (Motion 2020-2021 # 10 B) and having received from Deloraine-Melita-Tilston Pastoral Charge: minutes of a special meeting (via Zoom) on June 2, 2021 of the Official Board of the Deloraine-Melita-Tilston Pastoral Charge, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada:</p> <p>i. approves the <b>change in start date</b> for the <b>Provisional Call for CHRISTOPHER ST. GEORGE DAVIS</b> to a full-time ministry position (40 hours per week) at <b>Deloraine-Melita-Tilston Pastoral Charge</b>, to be effective October 1, 2021, with the start date conditional upon his Celebration of Ministry Service of Admission into the Order of Ministry of the United Church of Canada (Ordained) being held prior to October 1, 2021 ,* with any relevant immigration matters having been completed, and with the following terms:</p> <ol style="list-style-type: none"> <li>1. Salary Category E with manse for 40 hours per week – <u>\$ 45,185.00</u> Additional salary (5%) above minimum salary schedule for category - <u>\$ 2,259.25</u> TOTAL SALARY - <u>\$ 47,444.25</u> (move to Salary Category F as of January 1, 2022)</li> <li>2. Manse including heat over <u>\$ 800.00 per year</u></li> <li>3. Telephone / Cellphone plan- <u>\$ 745.80 per year</u></li> <li>4. Continuing Education - <u>\$ 1,474.00 per year</u></li> <li>5. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays</li> <li>6. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit</li> <li>7. A minimum of one month of vacation (including 5 Sundays) within each pastoral year</li> <li>8. Moving expenses (based on reasonable estimates and receipts) – <i>Not Applicable</i></li> <li>9. Adequate administrative assistance defined as – <u>300 hours per year</u></li> <li>10. Travel expense reimbursement (based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document</li> </ol>
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		<p>11. Employer costs for Pension and benefits as noted in the <i>Premiums and Taxable Benefit Calculator</i></p> <p>12. Other: Home phone/Cable/Internet package (\$ 2,220.00 per year); the week of December 25 to January 1, the minister is to be unencumbered by regular duties, but available, unless it is taken as vacation time; when a month contains 5 Sundays, one shall be deemed a non-preaching Sunday</p> <p>With Deloraine-Melita-Tilston Pastoral Charge agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP # JFRR);</p> <p>ii. and affirms the Appointment for Christopher Davis approved in Pastoral Relations Commission Motion 2019-2020 # 42 E 9 (July 14, 2020) with an end date of December 31, 2021, or the beginning of the Provisional Call, whichever is first.</p> <p>* Celebration of Ministry Service of Admission is currently scheduled for September 12, 2021, depending on Public health orders.</p> <p><b>O. Request for Appointment for Noel Suministrado at Hamiota Pastoral Charge</b></p> <p>Having received from Hamiota United Church Pastoral Charge: minutes of a meeting (via Conference Call) on May 20, 2021 of the Hamiota United Church Board; confirmation of the Minister's completion of his 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and /or Criminal Record); and the completed Record of Appointment, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the <b>Appointment</b> for <b>NOEL SUMINISTRADO</b> (Ordained Minister of the United Church of Christ in the Philippines) to a full-time ministry position (40 hours per week) at <b>Hamiota United Church Pastoral Charge</b>, effective September 1, 2021 to August 31, 2023, conditional upon completion of all required documents of eligibility of the position by the pastoral charge (LMIA-<i>Labour Market Impact Assessment</i> exemption) and immigration matters by the Ministry Personnel, and with the following terms:</p> <ol style="list-style-type: none"> <li>1. Salary Category F with manse for 40 hours per week – <u>\$ 46,907.00 per year</u></li> <li>2. Housing: Manse provided, also all utilities, including water, hydro, and natural gas</li> <li>3. Telephone /Internet - <u>\$ 2,700.00 per year</u>; Basic residential land line cost plus basic internet cost per year of \$ 1,800.00 are covered. (Since there is no office in the church, the phone in the manse is considered to be the church phone.) Personal</li> </ol>
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		<p>long-distance calls are the responsibility of the minister. Cellphone: basic plan cost of \$ 900.00 per year is covered.</p> <ol style="list-style-type: none"> <li>4. Continuing Education - <u>\$ 1,474.00 per year</u></li> <li>5. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays – <i>pro-rated for partial year</i></li> <li>6. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit – <i>Not Applicable</i></li> <li>7. A minimum of one month of vacation (including 5 Sundays) within each pastoral year – <i>pro-rated for partial year</i></li> <li>8. Moving expenses (based on reasonable estimates and receipts) – <u>\$ 10,000.00</u></li> <li>9. Adequate administrative assistance defined as – <u>2 hours per week</u></li> <li>10. Travel expense reimbursement (based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document)</li> <li>11. Employer costs for Pension and benefits as noted in the <i>Premiums and Taxable Benefit Calculator</i></li> <li>12. Other: A valid driver’s license and car is required for this position. There is currently a laptop available for use.</li> </ol> <p>With Hamiota United Church Pastoral Charge agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP # J1BY);</p> <p>And further noting that Hamiota United Church Pastoral Charge acknowledges that as a Minister from the United Church of Christ in the Philippines (UCCP), ministering in Canada under an extraordinary extension granted by the two judicatories in early 2021 regarding an initial arrangement related to a Mutuality of Recognition of Ministries Agreement between the United Church of Canada and the United Church of Christ at Broadway Disciples United Church, Winnipeg, and in accordance with that inter-denominational agreement:</p> <ol style="list-style-type: none"> <li>i. Ministry Partners and Mission Co-Workers (in this case refers to Ordained Supply), who are called or appointed to a partner denomination, are seen for the purposes of discipline and accountability to be the equivalent to being admitted to the order of ministry of the denomination while under appointment. While under appointment, they are fully accountable to the respective judicatory bodies and subject to its discipline.</li> </ol> <p>In all processes of discipline of Ministry Partner or Mission Co-Worker, the partner denomination commits to ensuring that the home denomination is informed of the outcomes of such processes (page 574 of the <i>Record of Proceedings of the 42<sup>nd</sup> General Council in August, 2015</i>)</p>
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- ii. The status of a Ministry Partner or Mission Co-Worker (in this case Ordained Supply) is also dependent upon good standing with their home denomination. In the event that the letter of good standing is revoked by the home denomination, the status also ends the relationship of the partner denomination with the minister and the appointment is terminated (page 575 of the *Record of Proceedings of the 42<sup>nd</sup> General Council in August 2015*).
- iii. At the end of the pastoral relationship, the Minister must return to the denomination of origin.
- iv. The Church in Mission Unit at the General Council Office of the United Church of Canada committed, in the initial agreement, to assist with moving costs back to the Philippines at the end of this pastoral relationship.

**P. Request for Renewal of Appointment for Patricia Chabluk at Lake of the Woods Chapel Pastoral Charge (Sioux Narrows)**

Having received from Lake of the Woods Chapel Pastoral Charge (Sioux Narrows): minutes of meetings (via Teleconference) on May 4, 2021 and May 30, 2021, of the Board of Lake of the Woods Chapel Pastoral Charge (Sioux Narrows); the 2020 Year-end financial statement, 2021 budget, and 2021 first quarter financial statement from lake of the Woods Chapel Pastoral Charge (Sioux Narrows); a Memorandum of Understanding between St. Andrew’s United Church (Keewatin) and Lake of the Woods Chapel (Sioux Narrows); confirmation of the Minister’s completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the **Renewal** of an **Appointment** for **PATRICIA CHABLUK** (Candidate for Diaconal Ministry) to a part-time ministry position (10 hours per week) at **Lake of the Woods Pastoral Charge** (Sioux Narrows) effective July 1, 2021 to June 30, 2022, with the following terms:

1. Salary Category Student Step 2 with manse - \$ 9,150.00 per year
2. Telephone - \$ 204.00 per year (as per the Memorandum of Understanding)
3. Continuing Education - \$ 368.50 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit – *Not Applicable*
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year



		<ol style="list-style-type: none"> <li>7. Moving expenses (based on reasonable estimates and receipts) – <i>Not Applicable</i></li> <li>8. Adequate administrative assistance defined as – <u>Volunteer</u></li> <li>9. Travel expense reimbursement (based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document)</li> <li>10. Employer costs for Pension and benefits as noted in the <i>Premiums and Taxable Benefit Calculator</i></li> <li>11. With a Memorandum of Understanding between Lake of the Woods Chapel (Sioux Narrows) and St. Andrew’s United Church (Keewatin)</li> </ol> <p>With Lake of the Woods Chapel Pastoral Charge (Sioux Narrows) agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP # 32X3)</p> <p><b>Q. Request for Renewal of Appointment for Robert Campbell at McClure United Church (Winnipeg)</b></p> <p>Having received from the McClure United Church Pastoral Charge (Winnipeg): minutes of a meeting (via Zoom) on May 23, 2021 of the congregation of McClure United Church (Winnipeg); a 2020 Year-end financial statement and 2021 first quarter financial statement; confirmation of the Minister’s completion of his 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the <b>Renewal</b> of the <b>Appointment</b> for <b>ROBERT CAMPBELL</b> (Ordained Minister-Retired) to a part-time ministry position (20 hours per week) at <b>McClure United Church (Winnipeg)</b>, effective July 1, 2021 to June 30, 2022, with the following terms:</p> <ol style="list-style-type: none"> <li>1. Salary Category F - COL 3 for 20 hours per week- <u>\$ 31,806.50 per year</u></li> <li>2. Telephone - <u>\$ 480.00 per year</u></li> <li>3. Continuing Education - <u>\$ 737.00 per year</u></li> <li>4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays</li> <li>5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit</li> <li>6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year</li> <li>7. Moving expenses (based on reasonable estimates and receipts) – <i>Not Applicable</i></li> <li>8. Adequate administrative assistance defined as – <u>12 hours per week</u></li> <li>9. Travel expense reimbursement (based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document)</li> </ol>
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10. Employer costs for Pension and benefits as noted in the *Premiums and Taxable Benefit Calculator*

With McClure United Church Pastoral Charge agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP # WOX8)

**R. Request for Revised Terms and Provisional Call and Appointment for Susan McIlveen at Prairie Spirit (Winnipeg)**

Having received from Prairie Spirit United Church (Winnipeg): minutes of a meeting (via Zoom) on June 6, 2021 of the Prairie Spirit United Church Pastoral Charge and the completed Record of Appointment, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada:

i. approves the **revisions to the terms** of the full-time ministry position at Prairie Spirit United Church (Winnipeg) previously approved on January 14, 2020 by the Pastoral Relations Commission (Motion 2019-2020 # 32 B) as follows:

1. Minimum Comprehensive Salary up to and including Category A Year 2 – COL 3 (Cost of Living) (previously approved “up to Category F”)

Additional salary above minimum: up to 10% above minimum, to be negotiated based on qualifications

2. Telephone /Internet costs \$ 900.00 per year (previously approved at \$ 420.00)

3. Continuing Education \$ 1,474.00 per year

4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays

5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit

6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year

7. Moving expenses to a maximum of \$ 30,000.00 (based on three estimates to be negotiated depending on location (previously approved at \$ 10,000.00)

8. Adequate administrative assistance defined as 30 hours per week

9. Travel expense reimbursement (based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document

10. Employer costs for Pension and benefits as noted in the *Premiums and Taxable Benefit Calculator*

With Prairie Spirit United Church Pastoral Charge (Winnipeg) agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP #JFT9)

ii. approves the **Provisional Call** to **SUSAN MCILVEEN** for a full-time ministry position (40 hours per week) at **Prairie Spirit United Church (Winnipeg)** start date October 1, 2021, with the following terms and conditions and conditional upon ordination prior to the start date:

1. Salary Category A Year 2 – COL 3 (Cost of Living) for 40 hours per week – \$ 54,998.00 per year  
Additional salary (10%) above minimum salary schedule for category - \$ 5,499.80  
TOTAL SALARY \$ 60,497.80
2. Telephone /Internet costs \$ 900.00 per year
3. Continuing Education \$ 1,474.00 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses to a maximum of \$ 30,000.00 (based on three estimates)
8. Adequate administrative assistance defined as 30 hours per week
9. Travel expense reimbursement (based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document)
10. Employer costs for Pension and benefits as noted in the *Premiums and Taxable Benefit Calculator*
11. Other: a. The copyright interest, either economic or moral, in any work, created by the Minister during their term of appointment/call to Prairie Spirit United Church shall remain with the Author or Authors of the work. Prairie Spirit United Church shall have a license to use or reproduce such work without payment of fee or other restriction during the term of the appointment/call and afterwards for its day to day purposes as a church of the United Church of Canada, but shall not have a license to use a work for commercial purposes or republish the work. No statement of a relationship to Prairie Spirit United Church for the purposes of publicizing a work or bolstering its authority shall be made by or on behalf of the candidate without the prior written approval of Prairie Spirit united Church. The Church may withhold its consent to any statement of a relationship to the Author or the Author’s work for any reason.  
b. The Minister will have the Sunday immediately following Christmas off without pay

With Prairie Spirit United Church Pastoral Charge (Winnipeg) agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP #JFT9)

*There is no date negotiated between Susan McIlveen and the Prairie to Pine Regional Council for an Ordination Service, but tentative plans include a date between mid-August and the end of September, 2021.*

iii. approves the **Appointment** for **SUSAN MCILVEEN** (Candidate Supply) to a full-time ministry position (40 hours per week) at **Prairie Spirit United Church (Winnipeg)**, effective July 1, 2021 to September 30, 2021, in accordance with the direction of the Ministry and Employment Unit of the General Council Office, to allow for time for ordinations services which have been delayed by COVID 19 restrictions to happen within the Prairie to Pine Regional Council, and with the following terms:

1. Salary Category A Year 2 – COL 3 (Cost of Living) for 40 hours per week – \$ 54,998.00 per year  
Additional salary (10%) above minimum salary schedule for category - \$ 5,499.80  
TOTAL SALARY \$ 60,497.80
2. Telephone /Internet costs \$ 900.00 per year
3. Continuing Education \$ 1,474.00 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses to a maximum of \$ 30,000.00 (based on three estimates)
8. Adequate administrative assistance defined as 30 hours per week
9. Travel expense reimbursement (based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document)
10. Employer costs for Pension and benefits as noted in the *Premiums and Taxable Benefit Calculator*
11. Other: a. The copyright interest, either economic or moral, in any work, created by the Minister during their term of appointment/call to Prairie Spirit United Church shall remain with the Author or Authors of the work. Prairie Spirit United Church shall have a license to use or reproduce such work without payment of fee or other restriction during the term of the appointment/call and afterwards for its day to day purposes as a church of the United Church of

Canada, but shall not have a license to use a work for commercial purposes or republish the work. No statement of a relationship to Prairie Spirit United Church for the purposes of publicizing a work or bolstering its authority shall be made by or on behalf of the candidate without the prior written approval of Prairie Spirit United Church. The Church may withhold its consent to any statement of a relationship to the Author or the Author's work for any reason;

- b. If required by Public Health Covid 19 protocols, there will be a mandatory self-isolation/relocation and settlement time period of two weeks, beginning July 1, 2021, with July 25, 2021 as the first Sunday leading worship;
- c. The Minister will have the Sunday immediately following Christmas off without pay.

With Prairie Spirit United Church Pastoral Charge (Winnipeg) agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP #JFT9)

**S. Request for Renewal of Appointment for Mona Denton at Stony Mountain-Lilyfield Pastoral Charge**

Having received from the Stony Mountain-Lilyfield Pastoral Charge: minutes of a meeting (via a virtual platform) on May 26, 2021 of the Council of Stony Mountain-Lilyfield Pastoral Charge; 2020 Year-end financial statement, 2021 Year-to-date financial statement for all accounts, and Pastoral Charge budget for 2021; confirmation of the Minister's completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the **Renewal** of the **Appointment** for **MONA DENTON** (Ordained Minister) to a part-time ministry position (20 hours per week) at **Stony Mountain-Lilyfield Pastoral Charge**, effective July 1, 2021 to June 30, 2022 with the following terms:

1. Salary Category F – COL 3 for 20 hours per week - \$ 31,806.50 per year
2. Telephone - \$ 420.00 per year
3. Continuing Education - \$ 737.00 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year

7. Moving expenses (based on reasonable estimates and receipts) – *Not Applicable*
8. Adequate administrative assistance defined as –Volunteer
9. Travel expense reimbursement (based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document)
10. Employer costs for Pension and benefits as noted in the *Premiums and Taxable Benefit Calculator*

With Stony Mountain-Lilyfield Pastoral Charge agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP # J11Q)

**T. Request for Revised Terms and Renewal of Appointment for Milo Spooner Craig at Central United Church (Brandon)**

Having received from Central United Church Pastoral Charge (Brandon): minutes of a meeting (via Zoom) on April 1, 2021 of the Leadership Team of Central United Church Pastoral Charge (Brandon); 2020 Year-end financial statement and 2021 Year-to-date financial statement; a revised position description; confirmation of the Minister’s completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada:

- i. approves the **reduction of ministry time** at Central United Church Pastoral Charge from 45 hours per week to 40 hours per week
- ii. approves the **Renewal** of the **Appointment** for **MILO SPOONER CRAIG** (Ordained Minister-Retired) to a revised ministry position of 20 hours per week at **Central United Church Pastoral Charge (Brandon)**, effective August 1, 2021 to June 30, 2022, with the following terms:
  1. Salary Category F – COL 3 for 20 hours per week – \$ 31,806.50  
Additional salary (10%) above minimum salary schedule for category - \$ 3,180.65  
TOTAL SALARY - \$ 34,987.15
  2. Telephone - \$ 600.00 per year
  3. Continuing Education - \$ 737.00 per year
  4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
  5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
  6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year

7. Moving expenses (based on reasonable estimates and receipts) *Not Applicable*
8. Adequate administrative assistance defined as – 20 hours per week
9. Travel expense reimbursement (based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document)
10. Employer costs for Pension and benefits as noted in the *Premiums and Taxable Benefit Calculator*

With Central United Church Pastoral Charge (Brandon) agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP # WOTF)

**U. Request for Renewal of Appointment for Doug Craig at Central United Church (Brandon)**

Having received from Central United Church Pastoral Charge (Brandon): minutes of a meeting (via Zoom) on April 1, 2021 of the Leadership Team of Central United Church Pastoral Charge (Brandon); 2020 Year-end financial statement and 2021 Year-to-date financial statement; confirmation of the Minister’s completion of his 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the **Renewal** of the **Appointment** for **DOUGLAS CRAIG** (Ordained Minister-Retired) to a part-time ministry position (20 hours per week) at **Central United Church Pastoral Charge (Brandon)**, effective July 1, 2021 to June 30, 2022, with the following terms:

1. Salary Category F – COL 3 for 20 hours per week - \$ 31,806.50  
Additional salary (10%) above minimum salary schedule for category - \$ 3,180.65  
TOTAL SALARY - \$ 34,987.15
2. Telephone - \$ 600.00 per year
3. Continuing Education – \$ 737.00 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses (based on reasonable estimates and receipts) *Not Applicable*

		<p>8. Adequate administrative assistance defined as – <u>20 hours per week</u></p> <p>9. Travel expense reimbursement (based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document)</p> <p>10. Employer costs for Pension and benefits as noted in the <i>Premiums and Taxable Benefit Calculator</i></p> <p>With Central United Church Pastoral Charge agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP # WOTF)</p> <p><b>V. Request for Renewal of Appointment for Schalk Naudé at Knox United Church (Fort Frances)</b></p> <p>Having received from Knox United Church Pastoral Charge (Fort Frances): minutes of a meeting (via Zoom) on June 3, 2021 of the Council of Knox United Church Pastoral Charge (Fort Frances); 2020 Year-end financial statement and 2021 Year-to-date financial statement; confirmation of the Minister’s completion of his 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the <b>Renewal</b> of the <b>Appointment</b> for <b>SCHALK NAUDÉ</b> (Admissions Candidate) to a full-time ministry position (40 hours per week) at <b>Knox United Church Pastoral Charge (Fort Frances)</b> effective October 1, 2021 to June 1, 2024, conditional upon completion by the pastoral charge of matters making the position eligible (LMIA – <i>Labour Market Impact Assessment</i> exemption) and by the Ministry Personnel regarding visa renewal, and with the following terms:</p> <ol style="list-style-type: none"> <li>1. Salary Category F – COL 1 for 40 hours per week - <u>\$ 57,526.00 per year</u></li> <li>2. Telephone - <u>\$ 540.00 per year</u></li> <li>3. Continuing Education- <u>\$ 1,474.00</u></li> <li>4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays</li> <li>5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit</li> <li>6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year</li> <li>7. Moving expenses (based on reasonable estimates and receipts) <i>Not Applicable</i></li> <li>8. Adequate administrative assistance defined as – <u>30 hours per week</u></li> </ol>
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9. Travel expense reimbursement (based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document)

10. Employer costs for Pension and benefits as noted in the *Premiums and Taxable Benefit Calculator*

With Knox United Church Pastoral Charge (Fort Frances) agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP # 32X8)

**W. Request for Renewal of Appointment for Steve Wilson at Ste. Rose United Church, Lakeside Pastoral Charge**

Having received from Ste. Rose United Church, Lakeside Pastoral Charge: minutes of a meeting on April 11, 2021 of the Ste. Rose United Church, Lakeside Pastoral Charge; the 2020 Year-end financial statement and 2021 Year-to-date financial statement; confirmation of the Minister's completion of his 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the **Renewal** of the **Appointment** for **STEPHEN WILSON** (Ordained Minister-Retired) to a part-time ministry position (2 hours per week) at **Ste. Rose United Church, Lakeside Pastoral Charge**, effective July 1, 2021 to June 30, 2022, with the following terms:

1. Salary Category F-COL 1 for 2 hours per week - \$ 2,876.30 per year
2. Telephone – paid by Northminster Pastoral Charge (Flin Flon)
3. Continuing Education - \$ 73.70 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses (based on reasonable estimates and receipts) *Not Applicable*
8. Adequate administrative assistance defined as –
9. Travel expense reimbursement (based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document)
10. Employer costs for Pension and benefits as noted in the *Premiums and Taxable Benefit Calculator*

With Ste. Rose United Church, Lakeside Pastoral Charge agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP #not applicable ?)

**X. Request for posting of Supply position at First United Church Pastoral Charge (Dryden) and categorization of Congregational Designated Lay positions**

Having received from First United Church Pastoral Charge (Dryden): minutes of a meeting on May 11, 2021 of the Board of First United Church Pastoral Charge (Dryden); a Financial Viability Review; 2020 Year-end financial statement and 2021 Year-to-date financial statement to march 31, 2021; a position description for a ministry position (2 hours per week) to act in team with 2 lay positions (4 hours per week each) attached to the forms *Community of Faith Request for Categorization of a Lay Ministry Position*, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada:

- i. approves the posting of a new ministry position at First United Church Pastoral Charge (Dryden) for 2 hours per week, effective July 1, 2021, with the following terms:
  1. Salary Category F-COL 1 for 2 hours per week \$ 2,876.30
  2. Telephone \$ 540.00 per year
  3. Continuing Education \$ 73.70 per year
  4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
  5. For members of the order of ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
  6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
  7. Moving expenses (based on reasonable estimates and receipts) **Must be included in posting**
  8. Adequate administrative assistance defined as –20 hours per week
  9. Travel expense reimbursement (based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document
  10. Employer costs for Pension and benefits as noted in the *Premiums and Taxable Benefit Calculator*

With First United Church Pastoral Charge (Dryden) agreeing to provide remuneration through ADP, the pastoral charge payroll service, unless the General Council Office has granted a formal exemption (ADP # 32X8);

- ii. and having reviewed the lay positions in accordance with the requirements in the *Congregational Designated Ministry Handbook*, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada categorizes the submitted positions as Congregational Ministry Position – Worship Leader, and commends Section I.1.11.4 (page 148 of *The Manual 2021*) for future reference, noting that in order to employ Congregational Designated Ministers, a Called or Appointed Minister must be in place.

*[Note: The start dates of the contracts with any Congregational Designated Ministers should be adjusted to coincide with the start date of Ministry Personnel. Congregational Designated Ministers are not eligible for a Canada Revenue housing deduction, so the salary schedule for ministry personnel does not apply to them. The figure in the Minimum Salaries and Reimbursements for Ministry Personnel document for Visiting Ministry Personnel could be used, divided by 8 hours to get a rate per hour. It should also be noted that this figure is based on Salary Category F – COL 1 (Cost of Living), which includes housing and changes every January 1. Congregational Designated Minister as employees are not eligible to be “Sacraments Elders”.]*

**Y. Notification of intention not to renew Appointments**

The Pastoral Relations Commission of Prairie to Pine Regional Council receives the notice from the following Ministry Personnel of his intention not to renew the current Appointment beyond June 30, 2021:

**Harvey Hurren at Wawanesa-Brandon Hills** (confirmed May 12, 2021)

**Z. Appointment of Pastoral Charge Supervisors**

The Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada:

- i. appoints the following Pastoral Charge Supervisors;
- ii. and gives authority to Judy Hare, Pastoral Relations Minister, to continue to recruit Pastoral Charge Supervisors for the locations listed below, and with the understanding that they could begin work with those communities of faith before being formally appointed at the next meeting of the Pastoral Relations Commission:

\_\_\_\_\_ to **St. Paul’s (Beausejour)**, effective July 1, 2021 (after the retirement of Susan Tilleman)

**Scott MacAuley to Westminster United Church, The Pas**, effective immediately

**Sandra Rex to Rock Lake Pastoral Charge**, effective July 1, 2021

\_\_\_\_\_ to **Prairie Spirit United Church**  
(Winnipeg), effective September 1, 2021 (or whenever Paul Duval's Appointment ends)

\_\_\_\_\_ to **Wawanesa-Brandon Hills**, effective July 1, 2021

\_\_\_\_\_ to **McKenzie United Church (Portage)**, effective July 1, 2021

\_\_\_\_\_ to **Newdale/Cardale Pastoral Charge**

\_\_\_\_\_ to **Anola Pastoral Charge**, effective July 1, 2021

\_\_\_\_\_ to **Cromer**

\_\_\_\_\_ to **Rivers**, effective July 1, 2021

**AA. Appointment of Pastoral Relations Commission Liaisons**

The Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada:

- i. appoints the following Pastoral Relations Commission Liaisons;
- ii. and gives authority to Judy Hare, Pastoral Relations Minister, to continue to recruit Pastoral Relations Liaisons for the locations listed below, and with the understanding that they could begin work with those communities of faith before being formally appointed at the next meeting of the Pastoral Relations Commission:

\_\_\_\_\_ to **Pinawa Christian Fellowship**  
(Ecumenical Ministry)- Judy Hare attended the initial meeting

\_\_\_\_\_ to **Valley Pastoral Charge** – Judy Hare to do training and attend the initial meeting

\_\_\_\_\_ to **Rivers Pastoral Charge** (to replace Heather Sandilands)

**Ginny Coleman and Mary Best** to Wawanesa-Brandon Hills

\_\_\_\_\_ to McKenzie (Portage)

**BB. Acknowledgement of receipt of outstanding documents from May 11, 2021 meeting of the Pastoral Relations Commission**

- Minutes from Northminster (Flin Flon) related to the Appointment of Steve Wilson (Motion 2020=2021 # 10 J)
- Minutes from Clandeboye-Winnipeg Beach related to the Appointment of Virginia Coleman (Motion 2020-2021 #10 I)
- Signed Record of Appointment documents (print form) related to the Appointment of Agnes Spence at angus Bonner Memorial United Church (South Indian Lake) (Motion 2020-2021 #4 E)

		<ul style="list-style-type: none"><li>• Signed Record of Appointment documents (print form) related to the Appointment of Agnes Spence at Thompson Outreach Ministry (Motion 2020-2021 # 4 D)</li><li>• Signed print document regarding Consulting contract for Bill Millar at Broadway Disciples United Church related to Motion 2020- 2021 # 11)</li></ul> <p style="text-align: right;"><b><u>Carried</u></b></p>
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